

Providence Heights School

Department of Education & Early Development – Program 12

I. PROGRAM OBJECTIVES

The objective of this funding is to help finance the educational program at the Alaska Psychiatric Institute as directed by 4 AAC 33.060.

II. PROGRAM PROCEDURES

This program funds expenditures of Providence Heights School that exceed the amount provided by other funding sources in a fiscal year. Providence Heights School is currently operated by the Anchorage School District.

III. COMPLIANCE REQUIREMENTS AND SUGGESTED AUDIT PROCEDURES

A. TYPES OF SERVICES ALLOWED OR UNALLOWED

Compliance Requirement

The Anchorage School District operates Providence Heights School under an agreement with the Department.

Suggested Audit Procedure

- Test transactions to determine whether expenditures are necessary and reasonable for the performance and administration of the program and are authorized or not prohibited under applicable regulations and agreements.

B. ELIGIBILITY

Compliance Requirement

Eligibility will be determined in accordance with the requirements as laid out in the agreement between the school district and the department.

Suggested Audit Procedure

- Review the grant agreement for terms of eligibility.
- Review the current policies used by the school district for Providence Heights School.
- Evaluate procedures to ensure compliance with the grant.
- Test a selection of applicants to ensure they are being evaluated correctly.

C. MATCHING, LEVEL OF EFFORT, AND/OR EARMARKING REQUIREMENTS

There are no matching or level of effort requirements.

D. REPORTING REQUIREMENTS

Compliance Requirement

Reimbursement requests must be submitted at least quarterly on Form 165a and b. Final reimbursement requests must be received by September 30 following the end of the grant award period.

Suggested Audit Procedures

- Review procedures for preparing reports and evaluate adequacy;
- Review a sampling of reports for completeness of submission;
- Trace data to the supporting documentation; and
- Evaluate adjustments for propriety.

E. SPECIAL TESTS AND PROVISIONS

Compliance Requirement

There are no special compliance requirements.

Suggested Audit Procedure

- There are no special suggested audit procedures.

Modified 5/01